

## NOTICE

### Municipal Services Committee

Regular Meeting

Tuesday, May 28, 2019 5:00 pm

Water & Light Shop, 15 Old Highway 92, Evansville, WI

### MINUTES

1. **Call to Order.** Brooks called meeting to order at 5:00 p.m.
2. **Roll Call.** Senn, Brooks and Ladick were present. Also present were Kheen, Renly, Bubolz, Jorgensen, Neely, Rigg, Sergeant and Berquist.
3. **Civility Reminder.**
4. **Agenda.** Motion to approve the agenda as presented. Senn/Ladick. Motion passed 3-0.
5. **Minutes.** Motion to waive the reading and approve the minutes as printed from the April 30, 2019 regular Municipal Services meeting. Ladick/Senn. Motion passed 3-0.
6. **Citizen Appearances other than agenda items.** None.
  - a. 10-3395-02 – Credit of \$51.56. Ladick/Senn. Motion passed 3-0 upon roll call.
  - b. 16-8200-01– Credit of \$65.81. Partial credit due to the delayed response of the account holder. Ladick/Senn. Motion passed 3-0 upon roll call.
  - c. 18-1465-00– Credit of \$87.75. Ladick/Senn. Motion passed 3-0 upon roll call.
  - d. 29-3090-01– Credit of \$111.75. Ladick/Senn. Motion passed 3-0 upon roll call.
  - e. 29-5050-02– Credit of \$293.90. Partial credit due to the delayed response of the account holder. Ladick/Senn. Motion passed 3-0 upon roll call.
  - f. 17-3620-02– Credit of \$24.00. Ladick/Senn. Motion passed 3-0 upon roll call.
  - g. 18-2960-00– Credit of \$24.00. Ladick/Senn. Motion passed 3-0 upon roll call.
  - h. 17-1260-02– Credit of \$54.00. Senn/Ladick. Motion passed 3-0 upon roll call.
  - i. Discussion on credits for lawn watering due to work done to the yard after construction. Engineer was assigned to review the property and cause for such extensive yard work.
7. **Director's Report**
  - a. **Parks and Recreation Report.** Summer help has been hired and has started. Work on the creek walls below the walk bridge will begin next month. The car bridge needs asphalt work to prevent sinking and washout.
  - b. **AMI Project.** There are 711 water meters left and 18 electric meters left to be converted.
  - c. **Roads Report.** Painting, Maintenance, Round About
  - d. **Sidewalk repair and replacement.** Sergeant and Renly presented options for dealing with sidewalks. Rigg stated the City owned curb ramps have largely been taken care of. Sidewalks with private owner responsibility are the next step. The ordinance now calls for 5 foot sidewalks but most in need of replacement are 4 foot. The City has in the past patched 4 foot wide sidewalks to create even or parallel sidewalks. What responsibility does the City have for paying for sidewalks and making them wider? Rigg stated if a person were to do it their own without City involvement they would have to do it 5 foot wide anyway. The issue of equity and better compliance comes from our past proactive of 50/50 cost share during a road construction project.

Committee did not make a motion and directed staff to develop a detailed notice and program that focuses on making sidewalks 5 foot wide with a 50/50 cost share when contracted by the City.

- e. **Well upgrade.** Final software and computer was installed for the SCADA system.
- f. **Water meter accessibility ordinance.** There have been homeowners who built unpermitted rooms that block access to the meter. The committee looked at design standards and agreed these standards need to be in our ordinance.
- g. **Lake Leota Dam EAP & DFE.** Renly presented options for the report and inspections. Two quotes were \$25,000 plus and one quote from Jewell Associate Engineers, Inc was for \$8,025. Renly double checked to make sure it was not an error on the quote. Motion to approve bid from Jewell for Lake Leota Dam EAP & DFE reporting to DNR. Ladick/Senn. Motion passed 3-0.
- h. **Sewer Jetter Truck.** Renly presented options and timelines for the jetter truck for our sewer mains. The Committee decided to order the truck as soon as possible and if needed temporarily lease the truck until a revenue bond borrowing in 2021 for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Street can be used to pay off the lease. Motion to approve ordering with RNOW for a sewer jetting truck. Brooks/Ladick. Motion passed 3-0.
- i. **Sewer – Liberty Street.** Renly said that the camera has not arrived and he is in communications with the property owner.

#### 8. City Engineer Report

- a. **WWTP.** There are minor items still needing addressed. Reasons for blower motor failure is still under investigation. Wet well issue is being resolved.
- b. **2<sup>nd</sup> Street.** Grove street addition going the west into the park is about a \$60,000 addition. Otherwise the project is moving along well.
- c. **3<sup>rd</sup> Street.** Skeleton of an agreement has been made.
- d. **Cemetery Rd.** The final costs for stormwater ditching is about \$35,000. Rigg said we are going to have to pay it regardless of the overlay now or the full reconstruction later. The money is available for the ditching. The prospect of the road becoming fully curbed or needing to be fully curbed is slim and very distant in the future.
- e. **Wind Turbine.** Motion to recommend to Common Council an amended Service and Monitoring Agreement with Northern Power. Rigg and Renly said they already approved an agreement for 5 years a few months ago. This agreement gets rid of the discount for signing up for 5 years. Senn/Brooks. Motion failed 0-3.

#### 9. Administrative Staff's Report

- a. **CMAR.** Motion to recommend to Common Council Resolution 2019-13, Resolution Documenting Review and Approval of the 2018 Compliance Maintenance Annual Report. Ladick/Senn. Motion passed 3-0.
- b. **10 year CIP – Fleet Bay discussion.** Rigg reported on some example prices and what a proper fleet bay may cost in 2021 if approved. The planned ability to add to the existing building should hold costs down. The biggest issue is adding fill.

#### 10. WPPI Report.

Brooks reported the board met last Wednesday. There was discussion on legislative advocacy and demonstrating charging stations.

- a. **Written Report.** WPPI is working with a local manufacturer to change their metering and alleviate some potential issues with safety with their transformers. Neely attended a school board meeting to talk about the potential of a shared savings

loan with the district. WPPI has support to proceed with seeking grants to help pay for lighting upgrades at the HS and gym areas in the district. Neely continues to attend the meetings for design subcommittees at the middle school and elementary schools. WPPI has an upcoming orientation if the newer members of the committee or any staff would like to attend. The City utility had a metering issue that resulted in back billing. Neely attended the WI DNR roundtable on PACE and have reached out to the Rock County Administrator about a potential project.

**11. Old Business.** None.

**12. New Business.** None.

**13. Upcoming Meeting Date.** June 25, 2019 at 5:00 pm.

**14. Adjourn.** Senn/Ladick. Motion passed 3-0 at 7:13 p.m.